

CITY OF ST. CHARLES

TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



DEPARTMENT: COMMUNITY DEVELOPMENT/PLANNING

PHONE: (630) 377-4443

FAX: (630) 377-4062

APPLICATION FOR MINOR CHANGE TO PUD

CITYVIEW PROJECT NO.: _____

CITYVIEW APPLICATION NO.: _____

PROJECT NAME: _____

Instructions:

A Minor Change to a Planned Unit Development (PUD) is one which does not change the concept or intent of the development or alter standards set within the approved PUD.

To request approval of a minor change to a PUD, complete this application and submit it with all required attachments to the Planning Office. When the application is complete we will schedule a review by the Planning and Development Committee of the City Council. The P&D Committee's recommendation will be forwarded to the City Council for final action.

The information you provide must be complete and accurate. If you have a question please call the Planning Office and we will be happy to assist you.

Received Date

1. Property Information:	Parcel Number (s):
	Street Address (or common location if no address is assigned):

2. Applicant Information:	Name	Phone
	Address	Fax
		Email

3. Record Owner Information:	Name	Phone
	Address	Fax
		Email

Identify Specific PUD Plans to be changed:

1. _____
2. _____
3. _____

Description of Proposed Changes:

Attachment Checklist

- ☐ Cover letter describing the proposed minor change requested, why it is necessary, and how it is different from the currently approved plan.
- ☐ Plat of Survey prepared by an Illinois Registered Land Surveyor. (Probably not necessary in most instances??)
- ☐ Six (6) full size copies (24" x 36" max) and one reduction (11" x 17") showing existing and proposed features including the following as may be applicable:
 - Site Plan indicating location of proposed change. Dwg should include name of project, north arrow, scale, date
 - Existing streets on and adjacent to the tract
 - Architectural elevations showing existing/approved and proposed building design, color and materials (if applicable)
 - If change is proposed to landscaping, show approved and proposed drawings, indicate species and quantities of plant material to replace existing/approved materials.

I (we) certify that this application and the documents submitted with it are true and correct to the best of my (our) knowledge and belief.

Record Owner Date

Applicant or Authorized Agent Date

CITY OF ST. CHARLES, ILLINOIS – SCHEDULED MEETING DATES

Plan Commission	Planning & Development Committee	City Council
2006*		
1/03	1/09	1/03 (Tue)
1/17		1/17 (Tue)
2/07	2/13	2/06
2/21		2/21(Tue)
3/07	3/13	3/06
3/21		3/20
4/04	4/10	4/03
4/18		4/17
5/02	5/08	5/01
5/16		5/15
6/06	6/12	6/05
6/20		6/19
7/05 (Wed)	7/10	7/03
7/18		7/17
8/08	8/14	8/07
8/22		8/21
9/05	9/11	9/05(Tue.)
9/19		9/18
10/03	10/09	10/02
10/17		10/16
11/07	11/13	11/06
11/21		11/20
12/05	12/11	12/04
(no 2 nd meeting in December)		12/18
2007*		
1/02	1/08	1/02(Tue)
1/16		1/16 (Tue)
2/06	2/12	2/05
2/20		2/20(Tue)
3/06	3/12	3/05
3/20		3/19

* These dates conform to the regular meeting schedule. However, meetings may be rescheduled. Please check with the Planning Division to confirm a specific meeting date.

We will review submittals for completeness prior to establishing a meeting or public hearing date for an application. Please contact the Planning Division at 377-4443 if you have any questions.